

Where is the...

Water Stopcock	
Gas Stopcock & Meter	
Electrical Fuse Box & Meter	
Central Heating Boiler	
Thermostat	
Alarm	Code:

Meter readings

SERVICE	SUPPLIER	READING
Gas		
Water		
Electricity		
Other		

CHECKLIST

Day of exchange (or one month to go)

SERVICE	ACTION	DONE	NOTES
Post Office	Redirect Mail		
Gas Supplier	Notify & request final bill		
Electric Supplier	Notify & request final bill		
Water Supplier	Notify & request final bill		
Cable/Satellite Supplier	Notify & request final bill		
Rental Agreements	Notify change of address		
Telephone Supplier	Notify & request final bill		
Removal van/company	Booked for day of the move		
Other			

Two weeks before the move

SERVICE	ACTION	DONE	NOTES
Packaging Materials	Order from Fontana Moving		
Bank & credit cards	Notify change of address		
Doctor/dentist/optician	Notify change of address		
Milkman	Settle bill & notify leaving date		
Window cleaner	Settle bill & notify leaving date		
Newspapers	Settle bill & notify leaving date		
Driving License	Notify DVLA of new address		
Insurance	Notify change of address		
Council Tax	Notify & request final bill		
Other			

The Big Day

SERVICE	READING	DONE	NOTES
Gas			
Water			
Electricity			
Other			

ITEM	DONE	NOTES
Keys – car, home etc		
Money, credit cards, passports and important docs		
Jewellery & small valuables		
Kettle, tea, coffee, sugar, milk & snacks		
Basic crockery/disposable crockery		
Change of clothes		
Bedding		
Candles, torch, mattress		
Pen		
Other		
Other		

